

Subject: Fwd: Civil Rights Data Collection for SY 2017-18 is Now Open!
From: Brooke Rios <brios@newlosangeles.org>
Date: 2/7/19, 6:26 PM
To: xlira@newlosangeles.org

Sent from my iPhone

Begin forwarded message:

From: crdc@ed.gov
Date: February 7, 2019 at 6:22:42 PM PST
To: brios@newlosangeles.org
Subject: Civil Rights Data Collection for SY 2017-18 is Now Open!

Dear Civil Rights Data Collection Respondent,
The Civil Rights Data Collection (CRDC) submission system for the 2017–18 school year will open to Local Educational Agencies (LEAs) beginning February 4, 2019. The Department of Education Organization Act grants the Office for Civil Rights (OCR) the authority to “collect or coordinate the collection of data necessary to ensure compliance with civil rights laws under the jurisdiction of the Office for Civil Rights”. [20 U.S.C. 3413(c)(1)] Before you are able to access the CRDC submission system, your account needs to be verified. Please confirm your account by clicking the account confirmation link below. Once confirmed, you will be able to access the CRDC submission system and begin submitting data. Please verify your account and start the data submission process as soon possible. Your district’s completion of the CRDC is mandatory.

Account Confirmation Link: <https://surveys.nces.ed.gov/crdc/UserAccount/NewEmail/Confirm/otGDX6nWLUxsb7diLtQtGQ>

Username: brios@newlosangeles.org

To ensure system performance is maintained, the 2017–18 CRDC will have staggered open and close dates based on region. The open and close dates, and states associated with each region, are listed below. Each region has the standard 75 calendar days from their assigned open date to submit data.

Phase 1: East Coast LEAs: Opening February 4, 2019 and closing April 22, 2019

States included in this region: CT, DE, FL, GA, IN, ME, MD, MA, MI, NH, NJ, NY, NC, OH, PA, RI, SC, VT, VA, DC, WV, and PR.

Phase 2: Central LEAs: Opening February 6, 2019 and closing April 24, 2019

States included in this region: AL, AR, IL, IA, KS, KY, LA, MN, MS, MO, NE, ND, OK, SD, TN, TX, and WI

Phase 3: West Coast (including Mountain, Alaska, and Hawaii) LEAs: Opening February 08, 2019 and closing April 26, 2019

States included in this region: AK, AZ, CA, CO, HI, ID, MT, NV, NM, OR, UT, WA, and WY

Over the course of the data submission period, the CRDC Partner Support Center (PSC) will distribute emails on a regular basis from multiple electronic mailing lists. These messages will contain important information related to the data submission, including tips to help make the data submission process as easy as possible and keep you updated on your district’s progress. We strongly encourage you to add the following Internet domain names to your trusted senders list as soon as possible. This will ensure that email correspondence are not categorized as spam.

@ed.gov

@edlistservs.org

@aemcorp.com

Please take the following steps to add these email addresses to your trusted senders list. Contact your IT department for assistance in adding email addresses to your trusted

senders list.

1. Select Actions from the toolbar at the top of the screen.
 2. Select Junk E-mail.
 3. Select Junk E-mail Options.
 4. Click the Safe Sender tab.
 5. Click Add.
 6. Type in the email address you wish to add to your safe sender list.
- Click OK.

The following documents are available to help you prepare for the CRDC:

- * How to Create Additional User Accounts: <https://crdc.grads360.org/#communities/pdc/documents/7735>
- * Complete List of Data Elements for the 2017-18 Collection: <https://crdc.grads360.org/#communities/pdc/documents/17128>
- * Data Topics by Collection Timeframe: <https://crdc.grads360.org/#communities/pdc/documents/5240>
- * Screenshots of the Data Submission System: <https://crdc.grads360.org/#communities/pdc/documents/7210>
- * How to Organize Data Submissions: <https://crdc.grads360.org/#communities/pdc/documents/5592>
- * Data Collection Template, School Form (in MS Excel format): <https://crdc.grads360.org/#communities/pdc/documents/17576>
- * Data Collection Template, LEA Form (in MS Excel format): <https://crdc.grads360.org/#communities/pdc/documents/17574>

To access additional resources such as instructional videos, collection templates, technical assistance documents and data tips to assist in the submission of data, please visit the CRDC Resource Center at <https://crdc.grads360.org/>.

If you have questions regarding this mandatory data collection, please contact the CRDC PSC. The CRDC PSC provides technical assistance to school districts on behalf of the U.S. Department of Education. The PSC is available to address questions Monday through Friday between 8:00 a.m. and 6:00 p.m. Eastern time.

Thank you,

CRDC Partner Support Center

Telephone: 855-255-6901

Fax: 888-329-3336

E-mail: crdc@aemcorp.com

CRDC Resource Center: <https://crdc.grads360.org>